



CANNON BUILDING  
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**STATE OF DELAWARE  
BOARD OF ARCHITECTS**

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<b>PUBLIC MEETING MINUTES:</b>	<b>BOARD OF ARCHITECTS</b>
<b>MEETING DATE AND TIME:</b>	<b>Wednesday, June 1, 2016 at 1:30 p.m.</b>
<b>PLACE:</b>	<b>Division of Professional Regulation 861 Silver Lake Blvd., Conference Room B Cannon Bldg., Dover, Delaware 19904</b>
<b>MINUTES FOR APPROVAL:</b>	<b>July 6, 2016</b>

**MEMBERS PRESENT**

Kevin Wilson, Professional Member, President  
Paul Guggenberger, Professional Member, Secretary  
Robert Maffia, Professional Member  
Daniel Ridgely, Professional Member  
Todd Breck, Professional Member (arrived at 1:45 p.m.)  
Elizabeth Happoldt, Public Member

**MEMBERS ABSENT**

Rosemarie Vanderhoogt, Public Member  
Donnell McNair, Public Member  
Phillip Winder, Public Member

**DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT**

Jennifer Singh, Deputy Attorney General  
Jennifer Witte, Administrative Specialist II  
Johanna Peucher-Funk, DDOJ Law Clerk

**OTHERS PRESENT**

Nancy Payne

**CALL TO ORDER**

Mr. Wilson called the meeting to order at 1:35 p.m.

## **REVIEW OF MINUTES**

A motion was made by Mr. Guggenberger, seconded by Mr. Wilson, to approve the minutes from the May 4, 2016 meeting as presented. The motion was unanimously carried.

## **UNFINISHED BUSINESS**

### **Discussion on Architects/Engineers Handbook**

Mr. Breck reported that the amendments that the Board of Architects made to the Handbook for Building Officials was not accepted as it was presented and there were additional suggestions made to those amendments which Mr. Breck distributed to the Board.

After discussion on several of the suggestions made by the DAPE, it was decided that Mr. Breck would take the Boards amendments back to the representative from DAPE and have her mark up their suggestions compared to the Boards and then resubmit for Board review and approval.

Mr. Wilson stated that this review and discussion should be continued at the July 6, 2016 meeting.

## **NEW BUSINESS**

### **Ratification of Reciprocity Applications – NCARB Certificate**

A motion was made by Mr. Guggenberger, seconded by Mr. Maffia, to approve the ratified architect applications of Timothy Scmitt, Paul Sirek, Timothy Rommel, Daniel Winey, Daniel Roach, Nakita Reed, John Baer, John DiMenna, John Chalk and Emre Ozkan. The motion was unanimously carried.

### **Ratification of Certificate of Authorization Applications**

A motion was made by Mr. Guggenberger, seconded by Mr. Maffia, to approve the ratified applications of Benham Design, LLC., Macgregor Associates Architects, and Stampfl Associates, LLC. The motion unanimously carried.

### **Review of Reciprocity Applications – Direct Application**

After review, a motion was made by Mr. Guggenberger, seconded by Mr. Maffia, to approve the architect application of Richard Schoellkopf. The motion unanimously carried.

After review, a motion was made by Mr. Guggenberger, seconded by Ms. Happoldt, to approve the architect application of Craig Hough. The motion unanimously carried.

## **CORRESPONDENCE**

There was no correspondence.

## **OTHER BUSINESS BEFORE THE BOARD**

Mr. Wilson stated that he and Mr. Maffia will be attending the NCARB 2016 Annual Business meeting mid-June. The Board reviewed the resolutions that will be presented for consideration at the meeting and voted on them as follows:

### **Resolution 1: Mutual Recognition Arrangement with Australia and New Zealand**

A motion was made by Mr. Maffia, seconded by Mr. Breck, to vote in favor of this resolution. The motion unanimously carried.

Resolution 2: Certification Guidelines Amendment –Revision of the Alternatives to the Education Requirements for Certification

A motion was made by Mr. Maffia, seconded by Mr. Guggenberger, to vote in favor of this resolution. The motion was carried by Mr. Wilson, Mr. Ridgely and Ms. Happoldt. Mr. Breck was opposed.

Resolution 3: Certification Guidelines Amendment – Exam Equivalency for ARE 5.0

A motion was made by Mr. Maffia, seconded by Mr. Guggenberger, to vote in favor of this resolution. The motion unanimously carried.

Resolution 4: Certification Guidelines Amendment – Five-Year Rolling Clock and Rolling Clock Extension Policy Updates

A motion was made by Mr. Maffia, seconded by Mr. Guggenberger, to vote in favor of this resolution. The motion unanimously carried.

Resolution 5: NCARB Legislative Guidelines and Model Law/Model Regulations Amendment – Access to the ARE for Students Enrolled in an Integrated Path to Architectural Licensure Option

A motion was made by Mr. Guggenberger, seconded by Mr. Maffia, to vote in favor of this resolution. The motion unanimously carried.

Resolution 6: NCARB Legislative Guidelines and Model Law/ Model Regulations Amendment – Addition of Architect Emeritus Status

A motion was made by Mr. Breck, seconded by Mr. Guggenberger, to vote in favor of this resolution. The motion unanimously carried.

Resolution 7: NCARB Legislative Guidelines and Model Law/Model Regulations Amendment – Reference to Military-Trained Applicants

A motion was made by Mr. Breck, seconded by Mr. Wilson, to vote in favor of this resolution. The motion was carried by Mr. Maffia, Mr. Ridgely, and Ms. Happoldt. Mr. Guggenberger abstained.

Resolution 8: NCARB Legislative Guidelines and Model Law/Model Regulations and Certification Guidelines Amendments – Updating the name of the Intern Development Program

A motion was made by Mr. Breck, seconded by Mr. Wilson, to vote against this resolution. The motion unanimously carried.

Resolution 9: NCARB Bylaws Amendment – Updating Name of Internship Committee

A motion was made by Mr. Breck, seconded by Mr. Wilson, to vote against this resolution. The motion unanimously carried.

**Resolution 10: Certification Guidelines Amendment – Approval of Changes to Program Requirements for the Intern Development Program**

A motion was made by Mr. Breck, seconded by Mr. Wilson, to vote in favor of this resolution. The motion was carried by Mr. Maffia, Mr. Guggenberger, and Ms. Happoldt. Mr. Ridgely abstained.

**PUBLIC COMMENT**

There was no public comment.

**NEXT MEETING**

The next meeting will be July 6, 2016 at 1:30 p.m. in Conference Room B.

**ADJOURNMENT**

There being no further business, a motion was made by Mr. Willson, seconded by Mr. Breck, to adjourn the meeting at 3:14 p.m. The motion unanimously carried.

Respectfully submitted,

*Jennifer L. Witte*

Administrative Specialist II